

USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 3 SEPTEMBER 1999

**CEFMS:**

CEFMS ISSUES:

a. We completed the structuring of the CEFMS Database Fiscal Year End Closeout Team and the assignment of USACE activity(s) to each team member.

In past years we have closed the CEFMS Databases by reinforcing the CEFMS Development Team in Huntsville with TDY personnel from Millington. The Millington personnel traveled to Huntsville and performed their duties on site with the CEFMS Development Team. This fiscal year we will modify that approach by having the Millington personnel that supplement the CEFMS Development Team remain on-site in Millington.

There are several reasons for implementing this procedure at this time but the primary reason is to physically attempt this change, see if it will work, as we prepare for the future. This will be a "live" trial while we still have adequate back-up capability. We will need to evaluate the result immediately after completion; record lessons learned to ensure that we address any features, which may need any adjustment or improvement.

Mr. Tommy Pond, CEFC-S, will have the overall responsibility for fiscal year end closing. He is responsible for ensuring that we complete the CEFMS database closing in the manner for which we have become accustomed. Ms. Cynthia Blevins, CEFC-AR, will be the Team Leader for the Millington personnel assigned to this effort. For the duration of the closing, which will begin on Thursday, 30 September 1999 and extend to COB on Monday, 4 October 1999 or until the process is complete, Ms. Blevin's Team will report to Mr. Pond.

b. Other CEFMS Issues and Actions.

(1) We modified the invoicing screens to allow for an expanded field length on the invoice reference number. This was in response to a DFAS Memorandum from June 1999, subject utility payments. Most utility companies billing systems generate a standard 22-character invoice number that must be provided to the vendor with payment. This change provides the capability to include the full invoice number with the payment.

(2) Fielded a revised version of the Military S&A report, which now reflects collection of Liquidated Damages into the Revolving Fund S&A accounts and accommodates the newly authorized S&A rates for Rapid Response projects.

(3) Assisted users and revised Data Manager (DM) master tables used in submitting Military Workload FORECAST amounts for FY2000, FY2001, and FY2002 as part of the IPAE (Integrated Program Analysis and Evaluation report). This was the first submission of forecast data, due 31 Aug 99. Forecast amounts were entered in CEFMS and submitted to HQUSACE through CEEMIS.

(4) Added transaction id to the joined\_trans\_reg\_view2 (a view widely used by auditors) and revised the view to pull in correct duplicate data. The revision to the view was based upon queries AAA was using utilizing the view. There had been variances between the view data and the amounts in general ledger detail.

#### PROBLEM REPORTS/IMBALANCES:

a. The open problem report inventory is 814 versus 879 on the last report. The inventory includes 111 Priority #1 problem reports. The open inventory also includes 4 problem reports related to the CEFMS Modernization/GUI work management effort.

b. Thirty eight (38) of the sixty-three databases have no imbalances, five (5) have one, six (6) have two, three (3) have three, six (6) have four, one (1) has five, one (1) has seven, one (1) has eight, and two sites (2) have nine each. The grand total of database imbalances across the system is eighty-eight (88) versus ninety (90) on the last report.

#### ACCOUNTING OPERATIONS:

#### CONSOLIDATION OF OPERATING FINANCE AND ACCOUNTING FUNCTIONS:

#### UPCOMING CONSOLIDATIONS:

#### -----CURRENT SCHEDULE COMPLETE-----

#### NUMBER AND LOCATION OF ON BOARD PERSONNEL:

<u>LOCATION:</u>	<u>NUMBER:</u>
Huntsville	28
Millington	279
Washington	2
Other	1

DA Interns (Millington)	3
Total	313

DISBURSING WORKLOAD DATA:

PAYMENTS BY CHECK:	As of 07/31/99	Current Month (August)	Year to Date
Checks Issued	254,988	33,084	288,072
Percent of Total	71%	57%	69%
Dollar Amount	\$3,728,799,257	\$381,895,317	\$4,110,694,574
BY EFT:			
Transfers Made	105,459	25,054	130,513
Percent of Total	29%	43%	31%
Dollar Amount	\$2,568,244,756	\$453,000,619	\$3,021,245,375

OTHER UFC ISSUES:

a. We have training by the vendor (Pitney Bowes) for the new Inserter/Sorter equipment in the Disbursing Division scheduled for Thursday 9 September. The new equipment will eliminate the manual inserting of checks, invoices and travel IATS computations in envelopes. The new automation will also eliminate manual inserting of invoices in envelopes for EFT payments. Disbursing is currently issuing approximately 35,000 Treasury checks and 23,000 EFT payments per month. The Inserter/Sorter should help reduce the overtime that is currently required in the disbursing division.

b. The UFC has cleared the outstanding balance on the Ft. Worth Revolving Fund GSA Rent Account (RF 34) which is a centralized account that Ft. Worth had managed for USACE Headquarters for many years prior to the establishment of the USACE Finance Center. We have spent almost a year reconciling the account from FY92 to present. Ft. Worth District requested the UFC assistance in reconciling the account as the GSA rent account was a CMR issue. We still have some work to do on the overall account in general but this action places total control and responsibility for the account on one CEFMS Database (the UFC's).

c. We will be testing the requested CEFMS override capability for On-line Payment and Collections (OPAC). The CEFMS override functionality provides the UFC capability to control OPAC disbursements and collections as follows:

(1) Use OPAC for a disbursement or collection when the work order (MIPR) is not flagged as OPAC.

(2) Or conversely to issue a Treasury Check if the MIPR is flagged as OPAC.

The CEFMS functionally will help the UFC implement OPAC on all Inter/Intra Corps work orders (MIPR) which should eventually eliminate all delinquent accounts receivables between USACE activities. It also provides the capability to issue a Treasury Check if the UFC does not have an OPAC agreement with the agency.